

DD/S 68-5369
29 OCT 1968

MEMORANDUM FOR: Director of Central Intelligence

SUBJECT : Mission SAFETY-70 Report to the President

1. This memorandum contains a brief summary of Agency injury and accident rates for 1967 and recommends your signature for transmittal of the attached report; such recommendation is contained in paragraph 3.

2. The attached report indicates that you are made aware of the following injury and accident rates of the Agency for the year 1967:

a. The 1967 Disabling Injury Frequency Rate is 3.5, which is 0.4 less than 1966. The Disabling Injury Frequency Rate is the number of lost-time injuries per 1 million hours worked.

b. The estimated Disabling Injury Frequency Rate for injury claims of Agency employees which were submitted to the Bureau of Employees' Compensation (BEC) during 1967 is 1.7 compared to 1.4 in 1966. There is always a lower rate of claims to BEC than the rate of injuries reported to the Agency. The total evaluation costs (medical, leave, disability compensation, and death compensation) of these claims are estimated to be \$1,410,610. By way of comparison of our rate of 1.7 with other government agencies, the 1967 Disabling Injury Frequency Rate for all government agencies by BEC is 7.0.

c. The Disabling Injury Severity Rate is 1,100 in 1967 which is 908 more than 1966. This increase is due primarily to 5 deaths. The Disabling Injury Severity Rate is the number of days lost per 1 million hours worked.

-2-

d. The 1967 Motor Vehicle Accident Frequency Rate is 11.3 compared to 18.5 for 1966. The Motor Vehicle Accident Frequency Rate is the number of accidents per 1 million miles driven.

3. I recommend that you sign the transmittal memorandum of the attached report to the President and the transmittal memorandum which forwards a copy of the report to the Secretary of Labor.

SIGNED R. L. Bannerman
R. L. Bannerman
Deputy Director
for Support

Atts.

cc: Deputy Director of Central Intelligence

STAT

SPA/DDS:HM:kmc [] [25 October 1968]

Distribution:

Orig - Adse (return to OS via DD/S) w/atts.

cc - As Noted w/atts.

1 - ER w/atts.

1 - Signing Official w/atts.

~~1~~ - DD/S Subject w/atts. [DD/S 68-5354; 68-5355; 68-5356] & [DD/S 68-5323 for info]

1 - DD/S Chrono w/atts.

1 - SPA Chrono w/o atts.

DD/S 68-5354: Memo dtd 24 October 68 to DCI fr D/Security; Subject: Mission SAFETY-70 Report - 1967

DD/S 68-5355: Memo dtd _____ to the President fr DCI; Subject: Mission SAFETY-70 Report - 1967

DD/S 68-5356: Memo dtd _____ to the Sec. Labor fr DCI; Subject: Mission SAFETY-70 Report - 1967

DD/S 68-5323: Memo dtd 23 October 68 to DD/S fr D/Security; Subject: Central Intelligence Agency Accident Analyses - 1967

DD/S 68-5354

24 OCT 1968

MEMORANDUM FOR: Director of Central Intelligence
THROUGH : Deputy Director for Support
SUBJECT : Mission SAFETY-70 Report - 1967

1. On 21 September 1968, the President requested all executive departments and agencies to prepare a report of their safety programs and plans for improvements. The President also asked the Secretary of Labor to evaluate the agency reports and make his recommendations to the President.

2. In response to the President's request, the attached memoranda have been prepared for your signature.



Howard I. Osborn
Director of Security

STAT

2 Atts

Att 1: Memo to President fr
DCI; subj: Mission
Safety-70 Report - 1967

Att 2: Memo to Sec of Labor fr
DCI; subj: Mission
Safety-70 Report - 1967

SUBJECT: Mission SAFETY-70 Report - 1967

CONCURRENCE:

SIGNED R. L. Bannerman

29 OCT 1968

R. L. Bannerman
Deputy Director
for Support

Date

Distribution:

Orig - Adse (Return to OS via DDS)

1 - DDCI w/atts

1 - ER w/atts

✓ 2 - DDS w/atts



MEMORANDUM FOR THE PRESIDENT

SUBJECT: Mission SAFETY-79 Report - 1967

In accordance with your memorandum of 21 September 1968, I am transmitting a detailed report of the Central Intelligence Agency's safety program and 1968 plans for improvement. This report was prepared in consonance with the guidelines furnished by the Secretary of Labor.

I wish to assure you of the continued full cooperation of this Agency in reaching the objectives which you have established for Mission SAFETY-70.

(S)
Richard Helms
Director

Att

cc: Sec of Labor

SUBJECT: Mission SAFETY-70 Report - 1967

ORIGINATOR:

STAT

[Redacted Signature Box]

Howard J. Osborn
Director of Security

24 OCT 1968

Date

CONCURRENCE:

SIGNED R. L. Bannerman

R. L. Bannerman
Deputy Director
for Support

29 OCT 1968

Date

Distribution:

- Orig & 1 - Adse w/att**
- 1 - Sec of Labor w/att**
- 1 - Signing Official w/att**
- 1 - DDCI w/att**
- 1 - ER w/att**
- 2 - DDS w/att**

Approved For Release 2003/04/29 : CIA-RDP84-00780R002400010002-5

Att

Approved For Release 2003/04/29 : CIA-RDP84-00780R002400010002-5

**REPORT TO THE PRESIDENT
MISSION SAFETY-70
1967**

I. MANAGEMENT LEADERSHIP AND RESPONSIBILITY

A. Safety as a Responsibility of Line Supervisors

1. It is the written policy of the Agency to administer a safety program to encourage safety practices, eliminate work hazards, and prevent or reduce the number of accidents and injuries involving Agency personnel, or incident to Agency activity, or on premises under Agency control. The Agency has published definitive regulations pertaining to its safety program. These regulations include specified safety responsibilities of operating officials, safety officers, and individual employees.

2. The safety policy of the Central Intelligence Agency is implemented through the issuance of safety regulations, handbooks and notices. These documents set forth minimum safety practices and requirements which are supplemented by additional applicable safety standards.

3. The program objectives are outlined by the CIA Safety Officer who has basic responsibility for recommending policies and practices to the Director of Security for carrying out an effective safety program. These recommendations and objectives are submitted to the Director of Security who is responsible for conducting the Agency's safety program. The Director of Security reviews and approves programs with the assistance of a safety committee comprised of senior officials representing the various components of the Agency. Those programs of greater magnitude requiring budgetary consideration are sent to higher management for final approval.

4. Interest and support of the Agency's safety program were emphasized and the program was strengthened during 1967 by the following actions:

a. A special headquarters committee was established to assist field stations in carrying out their responsibilities regarding unique safety problems.

b. A traffic committee was established to study the traffic problem in the headquarters area.

c. The Agency's safety regulations were completely revised and published.

d. Two new accident forms were originated for internal use throughout the Agency, the first to meet the Agency's special reporting needs and the other to enable more expeditious and detailed analyses of personal injuries.

e. Three notices pertaining to the Agency's safety program were distributed to Agency employees. These notices called attention to the revised safety regulations and reminded employees of the Agency's participation in the Mission Safety-70 Program. They also included President Johnson's interest in off-the-job injuries to government employees and the revision of Standard Form 71, Application for Leave, to provide additional statistics on off-the-job injuries.

f. Additional safety measures were taken to strengthen the motor vehicle safety program:

(1) A tachograph was installed on each Agency shuttle motor vehicle in the Washington area to discourage excessive speed by the operators.

(2) In addition to safety equipment previously installed in vehicles operated during daylight hours, safety kits containing road reflectors and fire extinguishers were installed in motor vehicles operated primarily at night.

(3) Buzzers were installed in panel and van-type trucks to alert pedestrians when these vehicles are backing.

5. An annual comprehensive accident report is prepared for the Director of Central Intelligence. In addition to statistics on fires and motor vehicle accidents, the report includes detailed

information concerning injuries, i. e., causes, days lost, areas of occurrence, estimated costs, components of the injured, and frequency and severity rates. The progress that the Central Intelligence Agency has made toward meeting the goals of the Mission Safety-70 Program is also included in the report.

6. A copy of the annual statistical analysis report of accidents and injuries is furnished to each member of the CIA Safety Committee. The committee is comprised of senior officials representing the various segments of the Agency. This report has the injuries broken down into major and minor components of the injured employees. Follow up is not contemplated at this time. It is noted that the 1967 disabling injury frequency rate for injury claims of Central Intelligence Agency employees submitted to the Bureau of Employees' Compensation, Department of Labor, is 1.7 compared to 7.0 for all Federal establishments.

7. a. The Director of Central Intelligence has assigned the responsibility of developing and fostering the safety program to the Director of Security who is assisted by

the Agency's safety committee. The Director of Security designated the CIA Safety Officer to develop and conduct an organized safety program. Operating officials are charged by published regulations with the responsibility of designating area safety officers who in turn are responsible for the safety programs under their jurisdiction.

b. The responsibilities of Agency employees are outlined in published regulations. These responsibilities include:

(1) Complying with safety requirements and practices.

(2) Notifying the area safety officer of unsafe working conditions.

(3) Notifying the area safety officer of all personal, vehicular, or other accidents which: (a) result in injury to or involve Agency personnel while on duty, (b) occur on property occupied or controlled by the Agency, or (c) involve Agency property.

3. The Agency's Safety Officer serves on the Advisory Board of the Federal Safety Council and attends monthly and specially scheduled meetings to determine safety policy for the Federal Government. Also, personnel of the Safety Staff serve as members of the Federal Safety Council and Federal Fire Council. Senior officials representing major components of the Agency outside of the headquarters area are urged by memoranda to cooperate in every way possible with the field safety councils. The CIA Safety Officer and other safety officers from various components of the Agency attend the National Safety Congress in Chicago, Illinois.

B. The Role of Safety Staff Personnel

The CIA Safety Officer is designated by the Director of Security to develop and conduct an organized safety program for the Central Intelligence Agency. The Safety Staff is comprised of the safety officer, GS-14, two assistant safety officers, GS-13 and GS-12, and a secretary, GS-06. In addition to performing regular safety duties, these safety officers provide guidance to personnel assigned full- and part-time safety responsibilities in

the various Agency components. Four full-time safety officers are assigned to field safety programs.

C. Other

1. Six thousand dollars was directly budgeted to the Safety Staff for fiscal year 1968. This figure does not reflect the cost of things such as fire departments, fire detection systems, sprinkler systems, participation in the National Safety Council's Safe Drivers Award Program, personal safety protective equipment and clothing, cost of driver training, emergency lighting, etc.

2. An accident prevention clause is included in each construction contract in order to provide safety controls for protection to the life and health of employees and other persons; for prevention of damage to property, materials, supplies and equipment, and for avoidance of work interruptions in the performance of the contracts. This clause specifies that the contractor will comply with all pertinent provisions of the Corps of Engineers Manual, U. S. Army, EM 385-1-1, dated 1 March 1967, entitled, "General Safety Requirements," and will also take or cause to be

taken such additional measures as the contracting officer may determine to be reasonably necessary for the purpose.

3. All Agency occupancies are considered controlled buildings and are not open to the general public. Those individuals visiting Agency buildings on official business are in the charge of Agency personnel while in the buildings and would be cared for during emergencies by those personnel with whom they are visiting.

II. MAINTENANCE OF SAFE WORKING CONDITIONS & OPERATIONS

1. The normal government standards established by the General Services Administration and applied to all of their contracts are adhered to by the Central Intelligence Agency to insure that supplies and equipment purchased meet safety requirements. Further:

a. An accident prevention clause is included in construction contracts. The clause provides safety controls for the protection of the life and health of employees and other personnel and for the

prevention of damage to property, materials,
supplies and equipment.

b. Agency policy requires that alterations, renovations, repairs and new construction relative to safety be coordinated with the Director of Security. As a result plans and specifications of new buildings and major remodelling are received and reviewed by the Safety Staff to insure inclusion of requirements of the National Fire Codes and other applicable safety codes.

2. Safety surveys are considered basic and essential, the backbone of a sound safety program. They are conducted primarily for: (1) prevention of accidents, fires, and personal injuries, and (2) to appraise the safety performance of the installation or establishment to determine how it should be improved.

a. These surveys are conducted as deemed advisable, normally annually.

b. Safety surveys within the Central Intelligence Agency are conducted by the designated safety officers. These surveys include a completed inspection and review of the facilities, observations of daily operations, examination of equipment, and effectiveness of measures used to develop safe behavior. Several examples of actions taken during 1967 are:

(1) The Agency's Safety Staff completed eleven comprehensive safety surveys of complex Agency installations.

(2) The Safety Staff utilized air velocity meters, geiger counters, air samplers, explosive gas and vapor detectors and electrical testing meters to make periodic tests in areas where hazards were believed to exist.

(3) Resuscitators and protective respiratory equipment were installed for emergency use in several Agency installations.

(4) With the cooperation of the Department of Health, Education and Welfare, the Safety Staff conducted air sampling, noise level, and air velocity tests in the Headquarters Building.

c. These surveys are made to insure compliance with applicable published standards of the United States Department of Labor, the National Bureau of Standards, the United States Public Health Service, the United States Department of Transportation, the National Fire Protection Association, and other nationally recognized professional organizations.

3. Detailed reports are forwarded to the appropriate responsible officials immediately after each survey. These reports recommend the necessary correction of specific safety, health, and fire hazards. The Safety Staff is advised by written report when these hazards have been corrected.

4. The preventative maintenance program is based primarily on safety inspections. These inspections cover complete evaluation

and examination of the equipment being utilized and identification and inspection of high hazard apparatuses or processes. In addition to inspections by members of the Safety Staff, continuing inspections are conducted by individuals in a supervisory capacity within the area of operations. These inspections identify any deterioration of equipment and changes in working conditions that would either initiate or increase hazards with particular emphasis placed on safety devices. Further, there is a scheduled maintenance program for motor vehicles. This program includes an inspection of the motor performance, lights, brakes, battery, etc., every 1,500 to 2,000 miles or 60 days, and a more detailed inspection every 6,000 miles or 6 months.

5. The fire prevention program of the Agency consists of:

- a. Review by the Safety Staff of plans for alterations, renovations, repairs and new construction to insure inclusion of requirements of the National Fire Codes.

b. Fire protection such as fire detection systems, CO₂ systems, smoke detection systems, alarm systems, and sprinkler systems. Schedules for testing and maintaining these varied systems have been set. However, the Agency's capability to maintain these schedules is not yet proven.

c. Fire departments are maintained at selected Agency installations. In addition, local fire departments are escorted on familiarization tours and instructed as to hazards associated with operations.

d. Emergency evacuation plans and fire drills. Members of the Building Evacuation Organization are provided training and actively participate in fire drills to familiarize them and the employees with evacuation procedures. These drills were conducted in Agency buildings during 1967.

e. Through use of bulletin boards, posters and pamphlets regarding home fire safety are provided to Agency employees.

f. Training of Agency personnel who are called on to augment the local fire fighters in event of fire on Agency property.

6. The Agency has its own medical staff. Medical and first aid facilities for employees include dispensaries, health rooms and first aid kits as the needs indicate. These facilities are provided for employees in the field and in Washington.

7. Treatment records of employees are not available to personnel of the Safety Staff. Interpretations of treatment records and injury reports are provided to the Safety Staff by Office of Medical Services.

III. SAFETY TRAINING AND PROMOTION

A. Safety Training

1. The Central Intelligence Agency does not have a formal safety training program. There are many training courses adopted for particular needs.

a. Program For:

(1) There is no program for executive level personnel.

(2) There is no program for supervisory personnel.

(3) Employees are trained as members of the Building Evacuation Organization. They are taught evacuation procedures and actively participate in fire drills. They are also given first aid training in courses provided by the Agency. Two hundred and thirty-two employees received the training during 1967.

(4) The indoctrination program for new Agency employees includes comprehensive information regarding on-the-job injuries, the Mission Safety-70 Program, and the President's challenge to Federal administrators to attack the causes of off-the-job injuries.

b. and c. Special Training Programs

(1) A training program in fire fighting is provided by the Agency for personnel who are called on to augment local fire fighters.

(2) Fire and safety instructions are provided to families of Agency employees.

(3) Further special training is given to select employees in the use of oxygen breathing equipment, the operation of resuscitators, and utilization of masks.

(4) In the field of driver safety, the Agency utilizes the courses offered by the District of Columbia Office of Traffic Safety Education, Department of Motor Vehicles. Two 4-hour courses in traffic and driving safety were conducted for Agency employees during 1967. Also, the Agency participates in the National Safety Council's Safe Drivers Award Program and in

1967 seventy-one operators of Agency vehicles participated in the program. Driver training, which involves instructions and constructive testing of all truck-type vehicles, is provided on a continuing basis to personnel who are required to operate truck-type vehicles.

(5) Security officers who are also normally designated as safety officers assigned to various components throughout the Agency, both at headquarters and in the field, are given three days of intensive safety training. The training includes review of their responsibilities as safety officers, review of safety regulations and handbooks, techniques of safety and fire inspections, investigations of accidents and fires, submission of proper records, fire prevention, fire protection, and fire fighting. In this regard, the Agency's safety handbook is being updated and completely revised to include more instructive and comprehensive information for both the safety officer and employees.

2. Personnel of the Safety Staff attend specialized safety courses in the furtherance of their professional careers. These courses include those offered by the National Safety Council and other technical courses presented by the Department of Army. The Safety Staff also maintains an up-to-date library of safety publications of the latest applicable safety standards, specifications and codes.

3. The accident reports show the type, cause and location. With this knowledge the field can be advised of the problem and the method for correction. Local safety officers then initiate educational programs for personnel in their areas of jurisdiction. If the type of accident is specialized, employees are trained by recognized sources.

B. Safety Promotion

1. Literature pertaining to both on-the-job and off-the-job safety are distributed to selected field installations and to employees in the headquarters area through use of holders mounted on bulletin boards. Those items distributed are considered by the Safety Staff

to provide the most useful tips for avoiding accidents and to make employees more aware of the key role they play in their own safety as well as that of others. During 1967 documents covering 35 varied safety topics were distributed to employees in the headquarters area and 16 to field installations. Further, several articles concerning the causes and prevention of injuries were printed in bulletins published and distributed by the Agency. In order to encourage off-the-job safety for employees, the Agency arranged through its Employees' Activity Association to procure and retail certain safety items. Through internal promotional campaigns the following were purchased by Agency personnel during 1967: (a) 252 dry chemical fire extinguishers; (b) 144 highway emergency kits; (c) 288 home first aid kits.

2. Safety committees are considered valuable assets in establishing and maintaining efficient safety programs. There are several safety committees established within the Agency whose members are senior representatives from various components. Meetings are scheduled as deemed advisable to consider a particular safety problem or overall safety.

a. The CIA Safety Committee is comprised of senior officials representing major components of the Agency. Periodic conferences are held to review the status of the safety program and to provide recommendations and assistance in reaching the safety goal of Mission Safety-70 as well as that of the Agency.

b. There is a headquarters safety committee which was established to assist field stations in carrying out their responsibilities regarding specialized safety problems.

c. A traffic committee has been established to study and make recommendations concerning traffic problems in the headquarters area.

d. Many field installations have established safety committees to assist in their area safety programs.

IV. ACCIDENT AND INJURY REPORTS AND RECORDS

A. Implementation

1. The Agency has published definitive regulations pertaining to its safety program including reporting and processing accident and injury reports. These regulations are supplemented by safety handbooks originated by the Safety Staff which include detailed, instructive and comprehensive information concerning a safety program, safety rules and regulations. These publications in turn are supplemented with employee bulletins

STAT

2. Published regulations require that area safety officers investigate all accidents, including fires, as soon as practicable after they occur and furnish the CIA Safety Staff copies of the completed accident report forms.

3. Reports of accidents and injuries are reviewed and analyzed as received by the Safety Staff in order that immediate corrective measures may be taken if safety hazards exist.

4. Corrective action is taken or recommended by the Safety Officer after review of the accident report. The action may be to correct an unsafe physical condition or to recommend a change in an unsafe personal act or an unsafe personal factor. Further, if the circumstances under which an unusual serious accident occurred indicate the probability of similar accidents, is distributed to employees.

5. Pertinent information such as the individual's name, age, location of accident, component, extent of injuries, cause of accident, etc., is extracted from accident reports and recorded on special cards in the Safety Staff. These cards are reviewed by the Safety Officer and a report of the frequency rate of the lost time accidents is submitted to the Department of Labor each quarter. Trends are also noted at this time and action is taken by the Safety Staff. A chart indicating the progress the safety program has made toward achieving the goal of the Mission Safety-70 Program is included in the annual safety report submitted to the Agency head.

6. Accidents occurring to contractor employees are investigated by the safety officer of the contracting office. One of the

safety clauses included in construction contracts states, "The contractor will maintain an accurate record of, and will report to the contracting officer in the manner and on the forms prescribed by the contracting officer, exposure data and all accidents resulting in death, traumatic injury, occupational disease, and/or damage to property, materials, supplies and equipment incident to work performed under this contract."

B. Appraisal of Safety Performance

1. Statistical Indicators. The Bureau of Employees' Compensation (BEC) furnished the Agency a tabulation of Agency injury cases processed by them for 1967 along with sufficient data for the Agency's Safety Staff to compute BEC frequency and severity rates. Direct costs due to injuries were also furnished to the Agency by BEC. Final compilation of the 1967 statistics by BEC for the Agency is not completed. Therefore, the figures in IV. B. 1(a)(1) and (c)(1), and in IV. B. 2(a) are estimates.

a. Frequency Rates 1967

(1) BEC Rate - 1.7

(2) CIA Rate - 3.5

b. The frequency rate is computed in accordance with United States of America Standard Institute Z16.1 (USASI Z16.1).

c. Severity Rates 1967

(1) BEC Rate - 1342

(2) CIA Rate - 1100

d. The severity rate is computed in accordance with USASI Z16.1.

e. Motor Vehicle Accident Rate

(1) Number of accidents per one million miles - 11.3

(2) Each Agency vehicle accident which resulted in personal injury to an individual, damage to the Agency vehicle, another vehicle, or property, was included in the frequency rate.

(3) No minimum dollar value was considered in the motor vehicle accidents included in the frequency rate.

2. Cost Data	Year	Cost
a. BEC injury, medical and compensation	1967	\$1,041,610.00
b. Most recent charge-back	not applicable	
c. Tort claims	1967	\$3,089.47
d. Vehicle damage cost	1967	\$34,187.04
e. Fire damage cost	1967	\$4,820.00
f. Property damage cost (other than vehicle and fire)	1967	\$1,005.02

3. Use of Statistical Data

a. A detailed analysis of the total accident and injury experience of Agency employees is compiled each year based on the accidents and injuries which occurred within the year and were reported to the Safety Staff by 1 March. Copies of this analysis are forwarded to the Director of Central Intelligence, Director of Security, and to members of the CIA Safety Committee. In addition, automatic data processing is used to compile a report each month of pertinent information concerning on-the-job injuries to Agency

employees which were reported during the month. This report is available to the Safety Staff, Office of Medical Services, and Office of Personnel. A study is currently being made by the Safety Staff in efforts to have this report include more detailed information concerning the causes of accidents, extent of injuries, costs (leave, medical, compensation) of injuries, and time lost due to the injuries. The study also takes into consideration the possibility of including certain information regarding off-the-job injuries as reported on the Application for Leave Form, SF-71.

b. The annual analysis report breaks the injuries down by components of the injured employees, areas of occurrence, whether or not they resulted in lost time, and their causes.

c. Statistical safety data is not taken into consideration in the determination of awards to employees.

d. Additional objectives of the safety program are developed each year after the annual analyses of accidents.

For instance, the following results of the analyses of 1967 accidents resulted in greater emphasis in these particular areas:

(1) There were seven fatalities due to off-the-job motor vehicle accidents compared to one the previous year.

(2) Off-the-job injuries to Agency employees in the Washington area which resulted in a loss of more than three days were tabulated from the Application for Leave Form, SF-71. These figures indicate that the ratio of off-the-job lost time injuries in the Washington area is at least seven times that of on-the-job injuries.

(3) The frequency rate of injuries incurred by summer only employees is 3.8 which is .3 more than the average for the Central Intelligence Agency.

(4) Office type accidents and falls accounted for 49 per cent of the first aid injuries and 33 per cent of lost time injuries incurred by Agency employees.

V. PLANS FOR 1968

1. Greater emphasis will be directed toward the causes and prevention of motor vehicle accidents in view of the fatalities of CIA employees during 1967. This will also apply to office type accidents and falls inasmuch as 40 per cent of the injuries to Agency employees were the result of these accidents.

2. It is anticipated that the Agency's safety handbook will be updated and revised to include more instructive and comprehensive information.

3. Special emphasis will continue to be placed upon sound basic safety practices such as: (1) fire and safety inspections of buildings and areas; (2) review of plans and specifications for new construction and remodelling, and (3) specialized training of employees in fire fighting, first aid, and vehicle operation.

4. The Agency's Safety Staff will continue to work with the Department of Labor, Federal Safety Council, Federal Fire Council, and the National Safety Council to achieve the goals set for Mission Safety-70.

5. Installation is anticipated of emergency generators for emergency lighting in the stairwells and exits of three additional buildings occupied by Agency personnel.

VI. CONCLUSION

1. Since the Agency's 1967 frequency rate compares favorably with the overall government average frequency rate, emphasis on the part of management for a strong safety program will be continued.

2. Documentation and samples have not been attached to this report since all would have security classification. However, an attempt has been made to answer all questions in detail that were contained in the guideline submitted by the Secretary of Labor.

DD/S 68-5356

MEMORANDUM FOR: The Honorable Willard Wirtz
The Secretary of Labor

SUBJECT : Mission SAFETY-70 Report - 1967

In response to the President's request, I am attaching
a copy of the Agency's Mission SAFETY-70 Report to assist
you in compiling a summary evaluation and recommending
whatever additional action may be necessary.

/s/
Richard Helms
Director

Att

SUBJECT: Mission SAFETY-70 Report - 1967

ORIGINATOR:

STAT

[Redacted Signature Box]

Howard J. Osborn
Director of Security

24 OCT 1968
Date

CONCURRENCE:

SIGNED- R. L. Bannerman

R. L. Bannerman
Deputy Director
for Support

29 OCT 1968

Date

Distribution:

- Orig & 1 - Adse w/att
- 1 - Signing Official w/att
- 1 - DDCI w/att
- 1 - ER w/att
- 2 - DDS w/att